

Town of Danville
Unapproved Selectboard Minutes
July 15, 2021
Danville Town Hall (6:00 pm)

Board Members Present Using Zoom: Eric Bach (6:03pm), Kellie Merrell, Kristin Franson and Peter Griffin

Board Members Present: Ken Linsley

Others Present Using Zoom: Sam Bromberg and Tasha Cochran

Others Present: Audrey DeProspero, Dennis Marquise, Walter McNeil, Ray Clouatre, Liz Sargent, Lee Beattie, Jonathan Shortt, Donald Pitale and Deb Marrier

1. **Meeting was called to order** by Chair Ken Linsley at 6:00 pm.
2. **Additions to the agenda:**
 - IOT Sensors – North Danville Community Center
 - VLCT Board Meeting update
 - Email change over update
 - Wilson Road Resident
3. *Motion by Kristin Franson, 2nd by Kellie Merrell to approve **minutes** of the **Regular meeting of July 6, 2021** with corrections to spelling of various words. Vote 4-0-0. All in favor.*

Eric Bach joined meeting at 6:03 pm

4. **Visitor:**

- Dennis Marquise – Introduction – new Zoning Administrator

Dennis Marquise is the new Zoning Administrator effective July 1, 2021 and has experience with Zoning by working in another town.

- Walter McNeil – NEKWMD - District updates:

June meeting – Organics Grant awarded to two of the four applicants.

July meeting – Grant received for new truck. State paying 60% up to \$100,000. Four bids received. Decision was to purchase a Mack truck with a Cummings ISB7 engine for \$99,954. The total cost is \$99,954 and the state will pay \$60,000 and the District will pay \$40,000. The truck is in stock so there is no wait time.

Other Business – District is running a surplus because cardboard is \$140 a ton and plastic is \$240 a ton. There is no market for glass so the District is paying to get rid of it. Plastic film and bags are no longer being accepted because there is no market for them so they will go to the landfill. The District is using a Zoom hybrid model for their meetings for member convenience as some members have to travel a distance.

- Donald Pitale – 355 Wilson Road – requested to have speed limit lowered and posted on Wilson Road. A recent speeder killed his 70 lb dog. There is a blind spot and an incline on the road. Four wheelers and side by sides travel the road to get to the Class 4 road at the end of Wilson. Both recreational vehicles and other vehicles constantly speed. He is concerned for the safety of his four young children. Drivers may start slow at the bottom but see the incline and speed up.

Ken Linsley concerned for putting up notice as there is no enforcement.

Kristin Franson favored the installation of a sign at the base of the hill to notify person of the speed limit.

Kellie Merrell favored a 25 mph posting which would reduce the speed limit from 35mph due to the blind spot. The thought was if folks saw the sign it may help curb their speed.

Eric Bach discussed Blind Driveway posting.

Consensus was to check to make sure the Town is in accordance with State Statutes and find out what limitations, if any, there may be before posting or reducing the speed limit.

5. Town Clerk (Wendy Somers)

- 2021 Tax Rate
Residential: Municipal \$0.1925, Highway \$0.3340, Education \$1.4612 (Total \$1.9877)
Non-Residential: Municipal \$0.1925, Highway \$0.3340, Education \$1.5185 (Total \$2.0450)

Motion by Eric Bach, 2nd by Kristin Franson to approve tax rate as presented by the Town Clerk. Vote 5-0-0. All in favor.

- Certificate of Compliance for Curb Cut for Balivet on Walden Hill Road. Driveway is completed and Keith Gadapee has approved it.

Motion by Eric Bach, 2nd by Peter Griffin to approve the Certificate of Compliance for Curb Cut on Walden Hill and to authorize Ken Linsley to sign on behalf of Selectboard. Vote 5-0-0. All in favor.

- Special Catering Liquor Permit for 40 Clubhouse Circle (Pavilion at Joe's Pond) for Diane Rossi's husband's Memorial Service. 200 guest are expected and hours are 2-8pm.

Motion by Eric Bach, 2nd by Kellie Merrell to approve the Special Catering Liquor Permit for 40 Clubhouse Circle. Vote 5-0-0. All in favor.

- Inquired about the status of the sewer permits.

Ken Linsley noted they were still on hold until the next meeting.

- Rabies vaccination – there is a backup on rabies vaccinations because three vets retired and merged into one vet. The second notice for Delinquent Dogs went out and a lot of persons are having difficulty getting an appointment for rabies shots. The Town may have to wait a bit longer for compliance by owners.
- Pension update – effective July 1, the pension amount for the Town has increased by 41%. It has gone up from 13.84% to 19.50%. The Highway Budget is an additional \$7,500 and the Town is \$2,600. The employee portion has not gone up.

Ken Linsley discussed Pension Plan unfunded liabilities which may have caused increase.

6. Highway Foreman (Keith Gadapee) absent

7. Issues and Information (All)

(a) Fire Department Door

Jonathan Shortt informed the Selectboard of the Fire Department's position regarding the door needs at the North Danville Station. Work is needed to be completed before the end of the month because the new truck is scheduled to arrive on the 24th and a place is required for the current tanker. Information was discussed at the Fire Department's meeting with regards to a previously submitted and accepted bid. The Fire Department is willing to have the awarded contractor do the work but the Fire Department would like to

use Troy Overhead Door because they have found a door that is already available for delivery.

Peter Griffin inquired about the previously accepted and approved bid and wondered what types of consequences, if any, there would be.

Ken Linsley noted there would be a cancellation fee of \$500 because the door was already ordered by the approved contractor.

Jonathan Shortt noted the installation and the door the Fire Department ordered was coming from Troy Overhead Door and the door will arrive this Friday and can be installed anytime in the next two weeks. The total cost for the door and installation is \$2,520 and would be billed direct to the Town. The Fire Department Crew is willing and ready to volunteer to do the work on the rough opening with an estimate of \$500 to \$1,000 for materials. The materials would be purchased at Larrabee's and billed direct to the Town.

Motion by Eric Bach, 2nd by Kristin Franson to move forward with the new proposal from the Fire Department and send apologies to Bob Larose and rescind Bob Larose's bid and to pay the \$500 cancellation fee for the door already ordered. Vote 5-0-0. All in favor.

Jonathan Shortt inquired about Selectboard forming a committee to update the station.

Eric Bach noted yes a committee would be formed at a later date.

Jonathan Shortt noted he would like to be kept in the loop and part of the committee.

- (b) **IOT Sensors – North Danville Community Center** – Audrey DeProspero – VLCT contacted the Town regarding a pilot program for IOT sensors. VLCT is requesting an installation of 8 total sensors, 4 temperature sensors, 3 motion sensors (open/close on windows/doorways) and 1 full motion sensor. This pilot program is free to the Town for one year. If the Town does not like the system it can be removed at any time. If the Town decides they want to keep the system after one year then cost can be discussed. VLCT chose the North Danville Town owned building because it is not occupied as frequently as other Town owned buildings are.

Deb Marrier had concerns with regards to the installation.

Liz Sargent had concerns for the many Board of Directors attached to the building along with the effect the system would have on the bandwidth.

Lee Beattie discussed building entry codes possibly being associated to each person.

Consensus was for the installation of the IOT Sensors in the North Danville Community Center.

(c) **Special COVID Award**

Ken Linsley discussed fixed % of payroll along with pension information and how it effects the award.

Eric Bach does not agree with percentage and discussed pro rate option.

Selectboard discussed hourly rate difference, its effect on individual employees, the number of hours worked by individuals, basing the award on employees hours, using an average of hours worked by each employee, the maximum and minimum of the award, the persons who are being considered for the award (primary people who kept the Town running during the Executive Order: Town Hall, Highway and Recycling) details of how to process the checks through the payroll system and grossing up check so employees receive \$750.

Consensus for Wendy Somers to work up spreadsheet for Selectboard to review for next meeting.

- (d) **Sewer update** – Ken Linsley – met with Rep from Lemna and Jim Brimblecombe. Discussed proposal forthcoming for ARC anaerobic system which will give capacity for growth. Information is forthcoming and should be in August sometime.

Kellie Merrell spoke of infrastructure monies from COVID funds and engineering assessment.

- (e) **VHCB draft letter** – Audrey DeProspero – letter of support drafted for VHCB (Vermont Housing and Conservation Board) for work by the Train Station Committee.

Kellie Merrell noted she was okay with letter.

Consensus is letter is acceptable and for Ken Linsley to sign letter.

- (f) **MMIG (Materials Management Infrastructure Grant)** – Ken Linsley – discussed whether to have Keith Gadapee be the General Manager or go out and hire.

Selectboard was okay with Keith Gadapee being General Manager as long as he had the time to do so.

Keith Gadapee will review contractors and if time constraints are an issue then the Town will find a General Contractor.

Eric Bach thought if Keith Gadapee was okay with doing it then he should.

Kellie Merrell looked at new rules submitted for grant for sub-contractor selection as they have changed and found that the sub-contractor needs to be in good standing with the state.

RFPs on design will be going out. Keith Gadapee to review wording and information with a contractor. Highway Department to do site work (excavating foundation, driveway and parking area). Potential timeline for project is in August contractor to be chosen. If excavation and foundation complete before freezing temperatures then possible frame up of addition can be done and contractor can work inside during winter.

- (g) **LVRT (outdoor recreation grant)** – Kellie Merrell – sent information to the Conservation Commission, Planning Commission and Train Station Committee. The grant minimum is \$50,000 with no match.

- (h) **VLCT Board meeting update** – Ken Linsley – today is last day for Towns to accept ARPA funds. 15 towns did not apply as they are small towns with limited resources. Money for county – courts said all money going to them for improvements to courthouses; Senators and Representatives still working to get Treasury to change wording so it goes to the towns not the courts; and a clear understanding of how money can be used should come in the next couple of weeks.

- (i) **Email update** – Audrey DeProspero – migration started and is complete. No complaints received during migration. Information should be sent out to individuals soon with new passwords for the .gov email. System is being tested first before sending out information.

8. **Financials:** Orders to review and sign

Motion by Eric Bach, 2nd by Kellie Merrell to authorize Chair Ken Linsley to review and sign the Financial Orders on behalf of the Selectboard. Vote 5-0-0. All in favor.

9. **Adjourn** – *Motion by Eric Bach, 2nd by Kristin Franson to adjourn at 8:11 p.m. All in favor.*

Minutes taken by Audrey DeProspero submitted July 16, 2021 at 12:12 pm.